



FRANKLIN COUNTY
PUBLIC FACILITIES MANAGEMENT
373 South High Street, Lobby Level
Columbus, Ohio 43215

J O B A N N O U N C E M E N T

POSITION TITLE: Court Security Officer
(Bargaining Unit)

PCN: 035404

REPORT TO: Asst. Director – Safety & Security

P.R.: F6

RESPONSIBILITIES: Provide security by screening all personnel, confiscate any prohibited objects or materials, conduct daily security checks of doors, gates, and other access points of interior/ exterior building and grounds.

Provide information and assistance to personnel entering the court building. Direct visitors to appropriate staff and/or building locations. Explain policies and procedures and answer questions. Serve as an escort to individuals to and from restricted areas.

Respond to various types of alarms, first aid emergencies, and request for assistance at County facilities. Contact and interact with police officers, fire fighters, and emergency medical personnel as needed. Conduct building evacuations as needed. Investigate incidents and prepare reports.

Maintain security equipment such as panic alarms, metal detectors, security locks, radio equipment, etc. Conduct routine testing and calibration of equipment. Maintain related documentation.

MINIMUM QUALIFICATIONS: High School Diploma or GED with two years of experience in law enforcement, corrections, military police, or related experience; or any equivalent combination of training and experience. Prefer OPOTA training or equivalent. In addition to the preceding, if position requires operation of motorized vehicle for any reason, must have Valid Driver's License. Also, if assigned responsibility for rendering first aid & CPR, applicant must have completed one training course in each. **Unusual Working Conditions:** Hours and days may vary. May be exposed to high and low temperatures; may be exposed to inclement weather. Able to lift 50 pounds and to stand, bend and stoop for long periods of time.

STARTING SALARY: \$15.70 per hour, plus a 40-cent shift differential for second and third shift. A comprehensive benefits package is offered with this position. 120 Day Probationary Period.

DATE POSTED: Friday, March 30, 2012

DEADLINE TO APPLY: Friday, April 13, 2012

If interested, please go to www.franklincountyohio.gov/commissioners/hr and apply on-line.

-EOE-